



North Carolina Department of Health and Human Services
Division of Human Resources
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Michael F. Easley, Governor
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Statement of Purposes for Collecting & Using Social Security Numbers

The Division of Human Resources respects your privacy and is committed to protecting your social security number and other personal identifying information. The information you furnish will be handled with care. This statement describes the purposes for which your social security number is collected and used.

Purpose & Uses

The Division of Human Resources collects Social Security Numbers for legitimate and lawful purposes only as prescribed by N.C.G.S. § 132-1.10. Social Security Numbers are collected from:

- (1) applicants for employment to:
 - track applications,
 - conduct background and reference checks,
 - for pre-employment drug-testing, and
- (2) employees:
 - to comply with immigration laws (i.e., USCIS Form I-9),
 - for federal and state income tax,
 - for payroll purposes;
 - enrollment in the retirement system and health insurance and benefit plans,
 - verifying credentials,
 - recording overall performance management ratings,
 - garnishing wages, and
 - debt collection (debt-set off);
- (3) employee dependents:
 - benefit enrollment.

The DHR will not share your social security number or other personal identifying information unless authorized by law or without your express permission.